

COUNTERDRUG SPECIALTY QUALIFICATION CARD, CAP FORM 101CN

USCS ☐

DEA/FS ☐

**Civil Air Patrol**  
**COUNTER NARCOTICS PROGRAM AUTHORIZATION CARD**

**This is to certify that**

\_\_\_\_\_ is a member of \_\_\_\_\_ Wing's Counter Narcotics Program,  
authorized to participate in U.S. Customs or DEA/USFS Missions, as  
indicated above.

**(Valid only with current Membership and Emergency Services Card.)**

\_\_\_\_\_  
**NCND's Signature**

**CAPF 101CN**

(Form not actual size. Do not requisition. Form will be distributed by National Director.)



**MISSION COORDINATOR TRAINING GUIDE**

1. Proper qualification and training of CAP Mission Coordinators in the management of authorized CAP operational missions is essential to the safety and efficiency of mission operations. The following information provides a general outline for accomplishment of training required for qualification as a Mission Coordinator. This training guide is in no means a substitute for the extensive mission experience required prior to qualification as a Mission Coordinator, but rather provides an overview of the vast responsibilities carried by the Mission Coordinator.

2. Classroom instruction covering the applicable material outlined below, along with extensive previous mission experience, is required prior to issuance of a Specialty Qualification Training Card containing the Mission Coordinator specialty. Since a Mission Coordinator must have previous qualification as an Air Operations Director, Ground Operations Director, and Mission Pilot or Observer, material contained in those specialties is generally not repeated in this outline. Classroom training is to attain the specified level of proficiency, thus minimum training hours for classroom instruction are not specified.

a. **Mission Management.** The trainee shall demonstrate a thorough understanding of all aspects of CAP operational mission management practices and procedures, including:

- (1) Mission opening and initialization.
- (2) Search base setup and operations.
- (3) Functions and responsibilities of mission staff.
- (4) Media and family relations.
- (5) Communications procedures and requirements.
- (6) Administrative procedures and requirements.
- (7) Planning and organizing mission operations.
- (8) Air search procedures and operations.
- (9) Ground search procedures and operations.
- (10) Safety considerations.
- (11) Logistics requirements and considerations.
- (12) Fatigue effects.
- (13) Reporting procedures and requirements.
- (14) Gathering and using information.
- (15) Coordination with other agencies.
- (16) Mission closing and/or suspension.
- (17) Assistance to law enforcement.
- (18) Information management.
- (19) Evaluation of search team results and effectiveness.
- (20) Continuation planning.
- (21) Interagency cooperation and coordination.

b. **Search Coverage and Effectiveness.** The trainee shall demonstrate a thorough understanding of factors affecting search probability of detection and search effectiveness.

c. **Weather.** The trainee shall demonstrate a sound knowledge of weather conditions and their effect on mission operations.

- (1) Satellite weather data.
- (2) Surface observations.
- (3) Analysis of weather information.
- (4) Effect on mission operations.
- (5) Safety considerations.

d. **Reimbursement Procedures.** The trainee shall demonstrate a thorough understanding of the procedures required for requesting reimbursement of mission expenses.

e. **OPLAN 1000, SCATANA, SARDA Operations.** The trainee shall demonstrate a thorough understanding of CAP operational mission activities outlined in CAP OPLAN 1000, SCATANA procedures, and SARDA operations.

- (1) Concept of operations.
- (2) Reporting requirements and procedures.
- (3) Flight clearance and procedures.

f. **State/Local Agreements.** The trainee shall demonstrate a fundamental knowledge of appropriate state and local agreements as they relate to mission operations.

g. **FAA Regulations.** The trainee shall demonstrate a thorough understanding of the pertinent FARs and their relationship to mission operations.

h. **Safety.** The trainee shall demonstrate a thorough understanding of all aspects of safety considerations and their importance to mission operations.

i. **Mission Coordinator's Log.** The trainee shall demonstrate a thorough understanding of the Mission Coordinator's Log, including:

- (1) Contents.
- (2) Importance of complete notes.
- (3) Log of mission strategy.

j. **Counterdrug Procedures (to coordinate counterdrug missions).** The trainee shall demonstrate a thorough understanding of the CAP counterdrug mission, including:

- (1) Coordination with other agencies.
- (2) Reporting procedures.
- (3) Mission security.
- (4) Limitations on CAP activities.
- (5) Appropriate forms.
- (6) Reimbursement procedures.

k. **Interagency Agreements and Operations.** The trainee shall demonstrate a thorough knowledge and understanding of all applicable interagency agreements and the associated operational procedures.

## AIR OPERATIONS DIRECTOR/AIR SEARCH COORDINATOR TRAINING GUIDE

1. Proper qualification and training of CAP personnel in the management of authorized CAP operational mission flight operations is essential to the safety and efficiency of mission aircraft operations. The following information provides a general outline for accomplishment of training required for qualification as an Air Operations Director. This training guide is in no means a substitute for the extensive mission experience required prior to qualification as an Air Operations Director, but rather provides an overview of the vast responsibilities carried by the Air Operations Director.
2. Classroom instruction covering the applicable material outlined below, along with extensive previous mission experience, is required prior to issuance of a Specialty Qualification Training Card containing the Air Operations Director specialty. Since an Air Operations Director must have previous qualification as a Mission Pilot or Observer, material contained in those specialties is generally not repeated in this outline. Classroom training is to attain the specified level of proficiency, thus minimum training hours for classroom instruction are not specified.
  - a. **Mission Management.** The trainee shall demonstrate a thorough understanding of all aspects of CAP operational mission management practices and procedures, including:
    - (1) Mission opening and initialization.
    - (2) Search base setup and operations.
    - (3) Planning and organizing mission operations.
    - (4) Air search procedures and operations.
    - (5) Safety considerations.
    - (6) Logistics requirements and considerations.
    - (7) Fatigue effects.
    - (8) Reporting procedures and requirements.
    - (9) Gathering and using information.
    - (10) Coordination with other agencies.
    - (11) Mission closing and/or suspension.
    - (12) Assistance to law enforcement.
    - (13) Information management.
    - (14) Evaluation of search team results and effectiveness.
    - (15) Continuation planning.
    - (16) Interagency cooperation and coordination.
  - b. **Search Coverage and Effectiveness.** The trainee shall demonstrate a thorough understanding of factors affecting search probability of detection and search effectiveness.
  - c. **Weather.** The trainee shall demonstrate a sound knowledge of weather conditions and their effect on mission operations.
    - (1) Satellite weather data.
    - (2) Surface observations.
    - (3) Analysis of weather information.
    - (4) Effect on mission operations.
    - (5) Safety considerations.
  - d. **Reimbursement Procedures.** The trainee shall demonstrate a thorough understanding of the procedures required for requesting reimbursement of mission expenses.
  - e. **OPLAN 1000, SCATANA, SARDA Operations.** The trainee shall demonstrate a thorough understanding of CAP operational mission activities outlined in CAP OPLAN 1000, SCATANA procedures, and SARDA operations.
    - (1) Concept of operations.
    - (2) Reporting requirements and procedures.
    - (3) Flight clearance and procedures.
  - f. **State/Local Agreements.** The trainee shall demonstrate a fundamental knowledge of appropriate state and local agreements as they relate to mission operations.
  - g. **FAA Regulations.** The trainee shall demonstrate a thorough understanding of the pertinent FARs and their relationship to mission operations.
  - h. **Safety.** The trainee shall demonstrate a thorough understanding of all aspects of safety considerations and their importance to mission operations.
  - i. **Interagency Agreements and Operations.** The trainee shall demonstrate a thorough knowledge and understanding of all applicable interagency agreements and the associated operational procedures.

## GROUND OPERATIONS DIRECTOR/GROUND SEARCH COORDINATOR TRAINING GUIDE

1. Proper qualification and training of CAP personnel in the management of authorized CAP operational mission flight operations is essential to the safety and efficiency of mission aircraft operations. The following information provides a general outline for accomplishment of training required for qualification as an Ground Operations Director. This training guide is in no means a substitute for the extensive mission experience required prior to qualification as an Ground Operations Director, but rather provides an overview of the vast responsibilities carried by the Ground Operations Director.

2. Classroom instruction covering the applicable material outlined below, along with extensive previous mission experience, is required prior to issuance of a Specialty Qualification Training Card containing the Ground Operations Director specialty. Since a Ground Operations Director must have previous qualification as a Ground Team Leader or Member, material contained in those specialties is generally not repeated in this outline. Classroom training is to attain the specified level of proficiency, thus minimum training hours for classroom instruction are not specified.

a. **Mission Management.** The trainee shall demonstrate a thorough understanding of all aspects of CAP operational mission management practices and procedures, including:

- (1) Mission opening and initialization.
- (2) Search base setup and operations.
- (3) Planning and organizing mission operations.
- (4) Ground search procedures and operations.
- (5) Safety considerations.
- (6) Logistics requirements and considerations.
- (7) Fatigue effects.
- (8) Reporting procedures and requirements.
- (9) Gathering and using information.
- (10) Coordination with other agencies.
- (11) Mission closing and/or suspension.
- (12) Assistance to law enforcement.
- (13) Information management.
- (14) Evaluation of search team results and effectiveness.
- (15) Continuation planning.
- (16) Interagency cooperation and coordination.

b. **Search Coverage and Effectiveness.** The trainee shall demonstrate a thorough understanding of factors affecting search effectiveness.

c. **Weather.** The trainee shall demonstrate a sound knowledge of weather conditions and their effect on mission operations.

- (1) Satellite weather data.
- (2) Surface observations.
- (3) Analysis of weather information.
- (4) Effect on mission operations.
- (5) Safety considerations.

d. **Reimbursement Procedures.** The trainee shall demonstrate a thorough understanding of the procedures required for requesting reimbursement of mission expenses.

e. **OPLAN 1000, SCATANA, SARDA Operations.** The trainee shall demonstrate a thorough understanding of CAP operational mission activities outlined in CAP OPLAN 1000, SCATANA procedures, and SARDA operations.

- (1) Concept of operations.
- (2) Reporting requirements and procedures.

f. **State/Local Agreements.** The trainee shall demonstrate a fundamental knowledge of appropriate state and local agreements as they relate to mission operations.

g. **FAA Regulations.** The trainee shall demonstrate a thorough understanding of the pertinent FARs and their relationship to mission operations.

h. **Safety.** The trainee shall demonstrate a thorough understanding of all aspects of safety considerations and their importance to mission operations.

i. **Interagency Agreements and Operations.** The trainee shall demonstrate a thorough knowledge and understanding of all applicable interagency agreements and the associated operational procedures.

j. **Bloodborne Pathogens.** The trainee shall demonstrate a thorough knowledge and understanding of the problems associated with bloodborne pathogens and the need to have specific ground team members trained in protection against bloodborne pathogens on each ground team.

## MISSION PILOT TRAINING GUIDE

1. Proper qualification and training of CAP pilots in the performance of various CAP operational missions, including SAR/DR, Counterdrug, and Transport is essential to the safety and efficiency of flight operations. The following information provides a general outline for accomplishment of training required for qualification as a Mission Pilot.
2. Classroom instruction covering the applicable material outlined below is required prior to issuance of a Specialty Qualification Training Card (SAR/DR Mission Pilot) or Specialty Qualification Card (Transport Mission Pilot). Classroom training is to attain the specified level of proficiency, thus minimum training hours for classroom instruction are not specified.

**NOTE:** Items marked with an “\*” are not required for Transport Mission Pilots.

\*a. **Visual Search Patterns and Procedures.** The trainee shall demonstrate a thorough understanding of each visual search pattern and the conditions under which the various search patterns are typically utilized.

- (1) Track line (route) search.
- (2) Parallel track search.
- (3) Creeping line search.
- (4) Expanding square search.
- (5) Contour search.
- (6) Coordination with ATC.

\*b. **Electronic Search Patterns and Procedures.** The trainee shall demonstrate a thorough understanding of electronic search patterns using direction finding equipment and without homing capability.

- (1) Wing shadow method.
- (2) Aural search.
- (3) Use of direction finding equipment.
- (4) Night and IFR electronic search.
- (5) Altitude selection.
- (6) Coordination with ATC.

c. **Chart Reading and the CAP Grid System.** The trainee shall demonstrate proficiency in using sectional aeronautical charts and the standard grid identification system used by the AFRCC.

\*d. **Search Coverage.** The trainee shall demonstrate a thorough understanding of factors affecting search probability of detection and search effectiveness.

- (1) Selection of optimum altitude and airspeed.
- (2) Meteorological visibility and weather conditions.
- (3) Nature of terrain or sea conditions.
- (4) Track spacing.
- (5) Accuracy of navigation.
- (6) Condition, qualification, and proficiency of search crew.
- (7) Probability of detection.
- (8) Time in search area.

e. **Navigation and Position Determination.** The trainee shall demonstrate a thorough understanding of navigation and position determination as it applies to operational mission requirements, including the ability to effectively use all navigation aids and equipment available.

- (1) Electronic aids (ADF, VOR, DME, Loran-C, and GPS).
- (2) Pilotage.
- (3) Low level (500 ft AGL) without electronic aids.
- (4) Position determination.

\*f. **Air Crew Coordination.** The trainee shall demonstrate a thorough understanding of air crew duties and coordination among the pilot and observer (scanner).

- (1) Observer (scanner) briefing.
- (2) Assignment of duties.
- (3) Crew efficiency.

g. **Weather.** The trainee shall demonstrate a sound knowledge of weather and its effect on mission operations.

- (1) Thunderstorms.
- (2) Wind, windshear, and mountain wave.
- (3) Snow and ice.
- (4) Frontal activity.
- (5) Turbulence.

h. **High Altitude and Terrain Considerations.** The trainee shall demonstrate a sound knowledge of altitude effects and terrain considerations as they affect mission operations.

- (1) Density altitude.
- (2) Aircraft performance limitations.
- (3) Effects of altitude on crew member performance.
- (4) Mountainous terrain.

\*i. **Coordination with Ground Teams.** The trainee shall demonstrate a sound knowledge of ground team coordination procedures, both with and without radio communications.

- (1) Radio procedures.
- (2) Ground-to-air and air-to-ground signals.
- (3) Message drops.

j. **Flight Line Operations.** The trainee shall demonstrate a thorough understanding of aircraft flight line operations

- (1) Aircraft marshaling hand signals.
- (2) Flight line safety procedures.
- (3) Taxiing operation in congested areas.
- (4) Fueling procedures.

k. **Communications Procedures.** The trainee shall demonstrate a thorough understanding of CAP radio communications procedures and operation of CAP radio equipment.

l. **Flight Plans and Mission Forms.** The trainee shall demonstrate a thorough understanding of mission flight plan (CAP Form 104) procedures and other related mission forms.

m. **Reimbursement Procedures.** The trainee shall demonstrate a thorough understanding of the procedures required for requesting reimbursement of mission expenses.

n. **State/Local Agreements.** The trainee shall demonstrate a fundamental knowledge of appropriate state and local agreements as they relate to flight operations.

o. **Survival and First Aid Procedures.** The trainee shall demonstrate a fundamental knowledge of survival, use of survival equipment, and basic self-help first aid procedures.

p. **Safety.** The trainee shall demonstrate a thorough understanding of safety considerations and their importance to mission operations.

q. **Transport Mission Procedures.** The trainee shall demonstrate a thorough understanding of procedures and reports associated with transport missions (blood, organ, tissue, etc.).

r. **Interagency Agreements and Operations.** The trainee shall demonstrate a thorough knowledge and understanding of all applicable interagency agreements and the associated operational procedures.

3. Intensive flight training covering operational mission procedures is required to ensure the proficiency of CAP SAR/DR and Counterdrug Mission Pilots. All flight training shall be conducted by qualified and experienced SAR/DR Mission Pilots. Flight training is to attain the specified level of proficiency, thus minimum training hours for flight training activities are not specified. The following syllabus outlines the minimum training required:

a. **Visual Search Procedures.** The trainee shall demonstrate proficiency in conducting each of the following visual search procedures.

- (1) Track line (route) search.
- (2) Parallel track search.
- (3) Creeping line search.
- (4) Expanding square search.
- (5) Contour search.
- (6) Mountainous terrain procedures (if applicable).

b. **Electronic Search Procedures.** The trainee shall demonstrate proficiency in conducting each of the following electronic search procedures.

- (1) Wing shadow method.
- (2) Aural search.
- (3) Use of direction finding equipment.
- (4) Mountainous terrain procedures (if applicable).

c. **Coordination with Ground Teams/Air-ground Signals.** The trainee shall demonstrate proficiency in directing ground teams along a desired route to a specified objective, both with and without radio communications, and correctly receive and send signals to a ground team.

d. **Navigation and Position Determination.** The trainee shall demonstrate proficiency in conducting precise low-altitude navigation and position determination, both with and without the use of electronic navigation aids.

e. **Air Crew Coordination.** The trainee shall demonstrate proficiency in working with the assigned air crew members.



**MISSION OBSERVER/SCANNER TRAINING GUIDE**

1. Proper qualification and training of CAP pilots in the performance of various CAP operational missions, including SAR/DR, counterdrug, damage assessment, etc., is essential to the safety and efficiency of flight operations. The following information provides a general outline for the training required for qualification as a Mission Observer or Scanner.

2. Classroom instruction covering the applicable material outlined below is required prior to issuance of a Specialty Qualification Training Card containing Observer or Scanner specialties. Classroom training is to attain the specified level of proficiency, thus minimum training hours for classroom instruction are not specified. (**NOTE:** Items marked with an “\*” are not required for scanners).

a. **Visual Search Patterns and Procedures.** The trainee shall demonstrate a thorough understanding of each visual search pattern and the conditions under which the various search patterns are typically utilized.

- (1) Track line (route) search.
- (2) Parallel track search.
- (3) Creeping line search.
- (4) Expanding square search.
- (5) Contour search.
- (6) Coordination with ATC.

b. **Electronic Search Patterns and Procedures.** The trainee shall demonstrate a thorough understanding of electronic search patterns using direction finding equipment and without homing capability.

- (1) Wing shadow method.
- (2) Aural search.
- (3) Use of direction finding equipment.
- (4) Night and IFR electronic search.
- (5) Altitude selection.
- (6) Coordination with ATC.

\*c. **Chart Reading and the CAP Grid System.** The trainee shall demonstrate proficiency in using sectional aeronautical charts and the standard grid identification system used by the AFRCC.

\*d. **Search Coverage.** The trainee shall demonstrate a thorough understanding of factors affecting search probability of detection and search effectiveness.

- (1) Selection of optimum altitude and airspeed.
- (2) Meteorological visibility and weather conditions.
- (3) Nature of terrain or sea conditions.
- (4) Track spacing.
- (5) Accuracy of navigation.
- (6) Condition, qualification, and proficiency of search crew.
- (7) Probability of detection.
- (8) Time in search area.

\*e. **Navigation and Position Determination.** The trainee shall demonstrate a thorough understanding of navigation and position determination as it applies to mission requirements, including effective use all navigation aids and equipment.

- (1) Electronic aids (ADF, VOR, DME, Loran-C, and GPS).
- (2) Pilotage.
- (3) Low level (500 ft AGL) without electronic aids.
- (4) Position determination.

f. **Air Crew Coordination.** The trainee shall demonstrate a thorough understanding of air crew coordination.

- (1) Observer (scanner) briefing.
- (2) Assignment of duties.
- (3) Crew efficiency.

\*g. **Weather.** The trainee shall demonstrate a sound knowledge of weather and its effect on mission operations.

- (1) Thunderstorms.
- (2) Wind, windshear, and mountain wave.
- (3) Snow and ice.
- (4) Frontal activity.
- (5) Turbulence.

\*h. **High Altitude and Terrain Considerations.** The trainee shall demonstrate a sound knowledge of altitude effects and terrain considerations as they affect mission operations.

- (1) Density altitude.
- (2) Aircraft performance limitations.

- (3) Effects of altitude on crew member performance.
- (4) Mountainous terrain.

\*i. **Coordination with Ground Teams.** The trainee shall demonstrate a sound knowledge of ground team coordination procedures, both with and without radio communications.

- (1) Radio procedures.
- (2) Ground-to-air and air-to-ground signals.
- (3) Message drops.

j. **Flight Line Operations.** The trainee shall demonstrate a thorough understanding of aircraft flight line operations.

- (1) Aircraft marshaling hand signals.
- (2) Flight line safety procedures.
- \* (3) Taxiing operations in congested areas.
- \* (4) Fueling procedures.

\*k. **Communications Procedures.** The trainee shall demonstrate a thorough understanding of CAP radio communications procedures and operation of CAP radio equipment.

\*l. **Flight Plans and Mission Forms.** The trainee shall demonstrate a thorough understanding of mission flight plan (CAP Form 104) procedures and other related mission forms.

\*m. **Reimbursement Procedures.** The trainee shall demonstrate a thorough understanding of the procedures required for requesting reimbursement of mission expenses.

\*n. **State/Local Agreements.** The trainee shall demonstrate a fundamental knowledge of appropriate state and local agreements as they relate to flight operations.

o. **Survival and First Aid Procedures.** The trainee shall demonstrate a fundamental knowledge of survival, use of survival equipment, and basic self-help first aid procedures.

p. **Safety.** The trainee shall thoroughly understand safety considerations and their importance to mission operations.

\*q. **Transport Mission Procedures.** The trainee shall demonstrate a thorough understanding of procedures and reports associated with transport missions (blood, organ, tissue, etc.).

r. **Scanning Techniques and Sighting Characteristics.** The trainee shall demonstrate a thorough understanding of applicable scanning techniques and sighting characteristics, including:

- (1) Scanning patterns.
- (2) Lighting conditions.
- (3) Visual clues.
- (4) Wreckage patterns.
- (5) Reducing fatigue effects.

3. Intensive flight training covering operational mission procedures is required to ensure the proficiency of CAP Mission Observers and Scanners. All flight training shall be conducted by qualified and experienced Mission Observers (Mission Pilots may conduct Observer/Scanner flight training). Flight training is to attain the specified level of proficiency, thus minimum training hours for flight training activities are not specified. The following syllabus outlines the minimum training required. (NOTE: Items marked with an "\*" are not required for scanners.)

a. **Visual Search Procedures.** The trainee shall proficiently conduct each of the following visual search procedures.

- (1) Track line (route) search.
- (2) Parallel track search.
- (3) Creeping line search.
- (4) Expanding square search.
- (5) Contour search.
- (6) Mountainous terrain procedures (if applicable).

b. **Electronic Search Procedures.** The trainee shall demonstrate proficiency in conducting each of the following electronic search procedures.

- (1) Wing shadow method.
- (2) Aural search.
- (3) Use of direction finding equipment.
- (4) Mountainous terrain procedures (if applicable).

c. **Coordination with Ground Teams/Air-ground Signals.** The trainee shall demonstrate proficiency in directing ground teams along a desired route to a specified objective, both with and without radio communications, and correctly receive and send signals to a ground team.

\*d. **Navigation and Position Determination.** The trainee shall demonstrate proficiency in conducting precise low-altitude navigation and position determination, both with and without the use of electronic navigation aids.

e. **Air Crew Coordination.** The trainee shall demonstrate proficiency in working with the assigned air crew members.